



TENTERDEN  
NEIGHBOURHOOD PLAN

## Steering Committee Meeting 7 October 2020

### Present:

CLlr J Crawford  
CLlr J Curteis  
CLlr K Walder  
Irene Dibben  
Richard Masefield  
Siggi Nepp  
Sue Quinton  
Samantha Reed  
Stephen Sidebottom  
Graham Smith

### Apologies:

Joseph Franklin  
Helen Whitehead

**1. Minutes of September 2020** were accepted and approved

### 2. Matters Arising

The Committee noted the decision on Limes Land and that any appeal has to be within 6 months of the determination. Richard thanked the committee for their input.

### 3. White Paper and implications for Neighbourhood Plans

John has submitted an official comment on the White Paper from the TC Planning Committee. He highlighted the key elements of the Paper which in his view will have most bearing on neighbourhood planning. These included:

- 1) the importance of building in the local vernacular with an emphasis on 'beauty' (however that's defined)
- 2) density commensurate with the local area
- 3) an increased emphasis on the importance of design codes
- 4) support for the importance of routeways
- 5) an acknowledgement of the benefit of tree-lined streets (with particular application to Tenterden)
- 6) opportunities for improving public access, with relevance to routeways
- 7) the creation of woodland where it can be accommodated
- 8) additional emphasis on the protection of wildlife habitats and ecosystems, especially those of national importance or significance to local communities
- 9) the importance of historic buildings and their protection
- 10) the importance of conservation areas (this will be handled as a separate project by TTC).

The relevance of these points to the existing and future work of the Committee, its working groups and the Town Council was discussed – especially noting the increased importance of design codes and the ecological aspects of Local Green Space protection.

The Steering Committee's own response to the White Paper, prepared in draft by Helen and already circulated to committee members, was unanimously agreed for submission with a copy to the Town Council, with a vote of thanks to Helen for all the work that she has put into it. Subsequently it was clarified that Helen would submit the formal response to MHCLG.

#### **4. Workstream activity Logs**

In place of ongoing reports, working groups have completed sections of a Workstream Action Log prepared by Stephen to record work needed to complete Phase A. The Log comprises 15 subheadings with columns to record target dates and Consultant/Committee sign-offs on completion.

- 1) LGS. Richard confirmed a date of 15 Oct. for completion of sieves, methodology summary, short-list and map of sites for LGS designation.
- 2) Landscape Character. Siggi confirmed that maps and summary of the work will be completed by 10 October and circulated to the committee
- 3) Important Public Views. Photographed views are being considered against the criteria and community comments, collated and mapped with help from Helen and the LGS group. Date for completion to be confirmed.
- 4) Built Up Confines Boundary. Work is complete
- 5) Design Codes. The White Paper increases the importance of this work. Meeting to be set up with AECOM with further work requiring Consultant's help to be added to Phase B.
- 6) & 7) Shop Fronts and Advertisements studies to be completed by 21 Oct. for perhaps a simple statement in the NP?
- 8) Tenterden Town Centre Boundary. Stephen to discuss with Helen a possible completion date of 21 Oct.
- 9) Town Centre Markets. Target for completing recommendations and mapping, 21 Oct.
- 10) Town Centre Survey Report. The Committee will wait and respond to the report from the Town Council Regeneration Committee
- 11) Existing Business Sites. Graham agreed to help Stephen with a target completion date 30 Oct. The work may result in a short statement supported by evidence. The committee discussed which areas to focus on as employment sites
- 12) Business Needs Assessment. Following a disappointing response so far, Jean and Kate agreed to take the survey forward for completion in Phase B. Committee members to identify 2 or 3 businesses for which they have contacts.
- 13) Tourist Accommodation. Analysis is complete (on Dropbox). Summary to be completed 15 Oct.
- 14) Recreation and Leisure Open Space. Sue agreed to review the ABC 2017 Open Space Strategy, to ensure all Tenterden recreation areas are included, and liaise with Irene on a completion date.
- 15) Routeways. Existing evidence requires (maybe a half day's?) discussion with the Consultant to determine objectives and connections with e.g.: Design Codes, Heritage and Green Space. Estimated completion by 30 Oct.

The Committee asked Stephen to talk with Tony ,setting out the Committee's aims to complete Phase A by the end of October.

#### **5. & 6.**

The Committee discussed and voted on Stephen's and Irene's papers to decide a positive way forward for the Plan Committee, working with Tony Fullwood through Phases B and C, with Stephen agreeing to project manage the process. It has become clear that, as a result of broadened scope and the demands of the White Paper, the project will require more funding. The necessity of reaching Regulation 14 without delay was discussed. The plan is to complete Phase A by the end of the month, with Phases B and C to be re-planned, timed and costed with the aim of achieving Regulation 14 by the end of the financial year. Stephen to liaise with Tony Fullwood to this end.

The committee discussed other sources of funding. It was agreed that Kate and Sue will complete an application for funds from the Brissenden Trust.

#### **7. Budget**

Remaining funds in Town Council and anticipated Locality budgets, total £17,049.18.

#### **8. AOB**

The Committee proposed a presentation of work achieved on the Neighbourhood Plan, followed by another to the full Town Council, before the end of the calendar year. November was suggested for the first presentation, with the second to the full Council in December. John to discuss with the Town Clerk and Jean Curteis. Subsequently, it was agreed the formal presentation would be given to the TTC Planning Committee on Monday 7<sup>th</sup> December, and to the Full Council on 14<sup>th</sup> December.

Next SC meeting is scheduled for 4 November. Irene will email the Committee with Zoom links nearer the time